Instructions for Preparing the FY 2008/09 Mental Health Services Act Previously Approved Capital Facilities and Technological Needs and Workforce Education and Training Projects Funding Requirements (Exhibit 2a)

Counties should complete the FY 2008/09 Mental Health Services Act (MHSA) Previously Approved Capital Facilities and Technological Needs and Workforce Education and Training Projects Funding Requirements worksheet in order to obtain funding for the previously approved projects that the County wishes to fund out of the specific component. **Do not** enter amounts the County intends to fund out of the 20% discretionary CSS funding available for these activities. Those amounts should be entered on lines 29, 30 and/or 31 of Exhibit 2 **only**. Below are the specific instructions for preparing this worksheet.

General Instructions:
Round all expenditures to the nearest whole dollar.

Heading Instructions:
Enter the County name and the date the worksheet is prepared. Revisions will be made to documents and maintaining the correct preparation date is critical for identifying the most recent submittal.

Line Item Instructions:

1. **Capital Facilities Projects**
   Enter the total Capital Facilities Projects budget from the Capital Facilities budget worksheet. Refer to the MHSA Capital Facilities Guidelines for the appropriate budget worksheet.

2. **Technological Needs Projects**
   Enter the total Technological Needs Projects budget from the Technological Needs budget worksheet. Refer to the MHSA Technological Needs Guidelines for the appropriate budget worksheet.

3. **Workforce Education and Training**
   Enter the total Workforce Education and Training Projects budget from the Workforce Education and Training budget worksheet. Refer to the MHSA Workforce Education and Training Guidelines (DMH Information Notice No.: 07-14) for the appropriate budget worksheet.

Exhibit 2a

FY 2008/09 Mental Health Services Act Previously Approved Capital Facilities and Technological Needs and Workforce Education and Training Projects Funding Requirements

County: _____   **Date:** _____

1. Capital Facilities Projects[a]	
2. Technological Needs Projects[a]	
3. Workforce Education and Training[a]	

a/ Complete budget pages from relevant guidelines for each component.